

EMERGENCY SUPPORT FUNCTION 24 EVACUATION AND MOVEMENT

PRIMARY AGENCY:	Washington State Military Department Emergency Management Division
SUPPORT AGENCIES:	Washington State Agencies, Boards Baccalaureate Institutions, Commissions, and Councils Washington State Office of the Attorney General Washington State Department of Ecology Washington State Department of General Administration Washington State Department of Health Washington State Governor's Office of Indian Affairs Washington State Department of Information Services Washington State Department of Labor and Industries Washington State Military Department National Guard Washington State Parks and Recreation Commission Washington State Patrol Washington State Department of Social and Health Services Washington State Department of Transportation Washington State Utilities and Transportation Commission All Other State Agencies American Red Cross Federal Emergency Management Agency

I. INTRODUCTION

A. Purpose

The purpose of this Emergency Support Function (ESF) is to define the responsibilities to evacuate and support the evacuation of state-owned institutions and buildings and to coordinate the support provided to local jurisdictions during the conduct of an evacuation or movement from an area.

B. Scope

This ESF is applicable to all state agencies having a facility or facilities that may be evacuated in anticipation of, or because of, and event that places their personnel and daily operations at risk. The ESF is applicable to those state agencies that routinely provide support to local jurisdictions during an emergency or disaster.

II. POLICIES

Revised Code of Washington (RCW) 38.52.010(1) states that "emergency management" or "comprehensive emergency management" does not mean preparation for emergency evacuation or relocation of residents in anticipation of nuclear attack. This ESF is not an attempt to circumvent the intent of the RCW. Rather, it is to alert state agencies to

participate in the mitigation, preparedness, response, and recovery emergency management activities, associated with evacuation and recovery, other than a nuclear attack.

III. SITUATION

A. Emergency/Disaster Conditions and Hazards

Washington State is vulnerable to many natural hazards. Included in these hazards are the damaging effects of high winds, floods, storms, earthquakes, volcanic eruptions, landslides, tornadoes, avalanches, drought, snowstorms, fires, and subsidence, and tsunamis. The state is also susceptible to the effects of the following technological hazards: hazardous materials and chemical munitions incidents, explosions, incidents at fixed facilities, power outages, transportation accidents, dam failures, computer failures, and acts of terrorism. Any number to the above hazards could create a situation that would require the evacuation and eventual relocation of a state facility or may necessitate providing evacuation and relocation support to a city or county.

B. Planning Assumptions

1. An emergency or disaster threatens or has occurred, and is of such proportion that people and property must be evacuated to avoid loss of life and damage.
2. State employees will be more concerned about the care of their facilities and personal possessions than state-owned facilities and equipment. They will be unavailable to support an evacuation and relocation if they must make a choice between their personal and professional lives.

IV. CONCEPT OF OPERATIONS

A. General

1. The decision to evacuate personnel or equipment from a state agency facility will be made within the responsible organization. This decision will be based on the projected or current situation, and will be in accordance with previously established procedures. Evacuation activities should be decentralized from the agency headquarters and incumbent upon the responsible individual in the affected area.
2. State agency support to an evacuation by a local jurisdiction will be coordinated through the state Emergency Operations Center (EOC). The necessary support will be identified in the EOC by the staff. A state agency representative to the EOC will be requested through the State Agency Emergency/Disaster Liaison Coordinator. The Liaison Coordinator to the EOC will be responsible to coordinate within his/her agency for all appropriate support to the local jurisdiction.

B. Organization

This ESF is applicable to all state agencies, boards, baccalaureate institutions, commissions, and councils and their subordinate organizers located throughout the state.

C. Procedures

1. State Agencies, Boards, Baccalaureate Institutions, Commissions, and Councils internal Standard Operating Procedures.
2. Washington State Military Department, Emergency Management Division (EMD), Emergency Operations Procedures revised May 2000.

D. Mitigation Activities

All Washington State Agencies, Boards, Baccalaureate Institutions, Commissions, and Councils.

E. Preparedness Activities

1. Primary Agency

Washington State Military Department, Emergency Management Division

- a. Coordinate evacuation procedures for agency facilities.
- b. Assist local jurisdictions with the coordination of their evacuation procedures.

2. Support Agencies

a. All Washington State Agencies, Boards, Baccalaureate Institutions, Commissions, and Councils

Coordinate evacuation procedures for agency facilities, and in addition to 2a, the below listed agencies should:

b. Washington State Office of the Attorney General

Advise local jurisdictions, when requested, through the state EMD on the drafting of evacuation orders.

c. Washington State Department of Information Services

- (1) Advise state agencies on the measures to be taken to secure information systems during an evacuation.
- (2) Advise state agencies on the procedures to be followed to have continuous information systems service when a facility is evacuated.

d. Washington State Department of Labor and Industries

Establish standards by which first responders may operate in an evacuated area that has been contaminated by hazardous materials.

e. Washington State Military Department, National Guard

Provide support to local jurisdictions in coordinating evacuation procedures from a city or county with a resident military unit, if requested.

f. Washington State Parks and Recreation Commission

Provide support to local jurisdictions in coordinating evacuation procedures from a city or county to a state park, if requested.

g. Washington State Patrol

Provide support to local jurisdictions in coordinating evacuation procedures from a city or county, if requested.

h. Washington State Department of Social and Health Services

Identify mental health providers that may assist residents of local jurisdictions and first responders affected by an evacuation.

i. Washington State Department of Transportation

Provide support to local jurisdictions in coordinating evacuation procedures from a city or county, if requested.

j. Washington State Utilities and Transportation Commission

Coordinate procedures to notify utilities, transportation, and carrier companies on an impending or occurring evacuation.

k. American Red Cross

Establish procedures for providing mass care during an evacuation.

l. Federal Emergency Management Agency

Coordinate procedures to provide federal support to the state when requested.

F. Response Activities

1. Primary Agency

Washington State Military Department, Emergency Management Division

- a. Conducts evacuation of agency facilities when appropriate.
- b. Coordinates evacuation support to local jurisdictions through the state EOC.

2. Support Agencies

a. All Washington State Agencies, Boards, Baccalaureate Institutions, Commissions, and Councils

- (1) Conduct evacuation of agency facilities when appropriate.
- (2) Provide information about the evacuation of agency facilities, through the agency EOC, to the state EOC, and in addition to 2 a (1) and (2), the below listed agencies should:

b. Washington State Office of the Attorney General

Provides advice to local jurisdictions on the issuance of an evacuation order, through the state EOC, if requested.

c. Washington State Department of Corrections

- (1) Provides information to the state EOC when an evacuation order is issued regarding special populations at confined facilities.
- (2) Provides a liaison to the state EOC, as needed.
- (3) Provides evacuation assistance to local jurisdictions.

d. Washington State Department of Ecology

Provides the state EOC with information about any hazardous materials incident that has the potential to cause or has caused an evacuation.

e. Washington State Department of Health

Identifies any health problems created by an evacuation and provide the appropriate support to local jurisdiction health districts

f. Washington State Department of Labor and Industries

Provides technical advice on the activities in which first responders may participate in an area evacuated because of hazardous materials.

g. Washington State Military Department, National Guard; Parks and Recreation Commission, Washington State Patrol, and Departments of Social and Health Services and Transportation

Provide evacuation assistance to local jurisdictions.

h. Washington State Utilities and Transportation Commission

Provide information about the impact of the evacuation on utilities, and transportation and carrier companies, through the agency EOC, to the state EOC.

i. American Red Cross

- (1) Provides information about the mass care provided to evacuees to the state EOC.
- (2) Identifies any additional assistance that is required to the National Headquarters, American Red Cross.

j. Federal Emergency Management Agency

Provides assistance to the state when requested.

G. Recovery Activities

1. Primary Agency

Washington State Military Department, Emergency Management Division

- a. Coordinates return to agency facilities.
- b. Supports local jurisdictions, through the state EOC, in their return to the evacuated area.
- c. Provides Individual and Family, and Public Assistance grants to evacuees, if appropriate.

2. Support Agencies

a. All Washington State Agencies, Boards, Baccalaureate Institutions, Commissions, and Councils

- (1) Coordinate return to agency facilities.

- (2) Report return to agency facilities through the agency EOC, to the state EOC.
- (3) Identify damage to agency facilities and report, through the agency EOC, to the state EOC, and in addition to 2 a (1) through (3) the below listed agencies should:

b. Washington State Department of Information Services

Provides technical assistance to state agencies in the restoration of information services that were affected by the evacuation.

c. Washington State Department of Labor and Industries

Assures evacuated area meets safety standards prior to recommending return to the area.

d. Washington State Military Department, National Guard; Washington State Patrol, and Washington State Departments of Social and Health Services, and Transportation

Provides assistance to local jurisdictions in the return to the evacuated area.

e. Washington State Utilities and Transportation Commission

Reports of any residual affects to utilities, and transportation and carrier companies from the evacuation.

f. American Red Cross

Provides mass care until the return of the evacuees is completed.

g. Federal Emergency Management Agency

Provides support to the state, as requested.

V. RESPONSIBILITIES

A. Primary Agency

Washington State Military Department, Emergency Management Division

Coordinates agency evacuation procedures and evacuation support to local jurisdictions, through the state EOC, during response and recovery activities.

B. Supporting Agencies

All Washington State Agencies, Boards, Baccalaureate Institutions, Commissions, and Councils, American Red Cross, Federal Emergency Management Agency

Coordinate agency evacuation procedures and provide support to the primary agency in coordinating evacuation support to local jurisdictions, through the state EOC, during response and recovery activities.

VI. RESOURCE REQUIREMENTS

All state agencies are to provide their own administrative and logistical support to their activities. The state EMD will provide space, communications, and administrative support to the State Agency Emergency/Disaster Liaison Coordinators to the EOC.